

DALLAS COUNTY BOARD OF HEALTH

801 Court, Adel, Iowa 50003

Dallas County Health Department: (515) 993-3750

TIME OF MEETING: December 18, 2018 at 7:00pm

PLACE OF MEETING: 25747 N Avenue, Adel, IA 50003; HSC- Community Room

ITEM 1: The Dallas County Board of Health met in regular session on Tuesday, December 18th, 2018. Chair Kim Chapman called the meeting to order at 7:00pm. Present were board members Kim Chapman, Monty Button, Dr. Josh Kindt, and Ashley Sunderman. Present from staff were Suzanne Hegarty, Ted Trewin, Amy Short, and Abigail Chihak. Guest presents included Myla Weave; Deb Anderson, HomeCare Services; Heather Bombei, Iowa Department of Public Health; Wayne Reisetter, Assistant Dallas County Attorney; and Chuck Sinnard, Dallas County Attorney.

ITEM 2: Chapman proposed a removal of Item 8, Discussion/Action on Chapter 34 Environmental Health Regulations, from the agenda. Kindt moved to accept the agenda as amended. Button seconded. **All ayes, motion carried.**

ITEM 3: Sunderman moved to approve the consent agenda. Kindt seconded. **All ayes, motion carried.**

ITEM 4: Kindt moved to approve the minutes from the November 20, 2018 meeting. Button seconded. **All ayes, motion carried.**

Kindt moved to approve the minutes from the budget workshop meeting held on December 4, 2018. Button seconded. **All ayes, motion carried.**

ITEM 5: Wayne Reisetter introduced the new Dallas County Attorney, Chuck Sinnard. Sinnard will be attending the Board meetings moving forward.

ITEM 6: Amy Short, Immunization Coordinator, gave a program update on the Dallas County Health Department's Immunization Program.

- Short presented the Vaccines for Children (VFC) quarterly benchmark report. She explained that the VFC program is a federally funded program for children enrolled in Medicaid, uninsured, under-insured, or American Indian/Alaska Native. Data collected through this program is stored in the Iowa Immunization Registry Information System (IRIS). Many of the children seen are new to the country and need their vaccines before starting school. Recipients of the VFC vaccines are linked with a medical home, often through the use of Health Navigation services.
- Short reported that the annual school immunization audits are complete and that audits for licensed childcare centers are in progress. The Health Department audits all schools and licensed childcare centers in the county to ensure that all children have the state required vaccines. In the 2018-2019 school year, Short reported 18,491 records were audited by the Dallas County Health Department. The schools ultimately decide whether to withhold children from school due to invalid immunization records.

ITEM 7: Chapman reported that there are no updates in the search of a fifth Board member. At the last Board of Supervisors meeting, Kindt was re-appointed to serve a three year term on the Board of Health.

ITEM 8: Struck from the agenda.

ITEM 9: The Continuity of Operations Plan is a requirement of the Emergency Preparedness grant. The plan is written for internal services and the language has been adjusted to remove language related to the Home Health program that has been discontinued and update “Public Health” to “Health Department.” Button requested the addition of a list of acronyms. Kindt moved to approve the plan as amended. Button seconded the motion. **All ayes, motion carried.**

ITEM 10a: Hegarty submitted the proposed Director job description to Human Resources on November 26th as well as the position analysis questionnaires requested from remaining department staff on November 29th. Human Resources submitted all the documents to a county consultant and has not yet heard back. **No action was taken on this item.**

ITEM 11: Button stated that the Board should consider possible solutions to previously discussed recycling issues. Chapman stated that recycling is funded through the Board of Supervisors and the complaint should be addressed at the upcoming budget workshop. Chapman excused himself from the discussion of Item 10b as he also serves on the Board of Supervisors and cannot participate in Board of Health budget discussions.

ITEM 10b: Hegarty distributed the schedule for Board of Supervisors budget workshops.

- Reisetter explained that the BOS meets with every county department so that they can educate the Board on their services and provide budget justification. He emphasized that it would reflect very positively if a Board member were present to support Health Department staff as they submit their budget. Kindt committed to attend the BOS Budget Workshop.
- HomeCare Services has submitted a letter requesting a full reinstatement of the funds discontinued by the Health Department in fiscal year 2019. HomeCare provides homemaking services for those not otherwise eligible for services under another agency. Heather Bombei from the Iowa Department of Health stated that Chapter 80 of the Iowa Code grants funding to the Health Department through the Local Public Health Services Grant. Bombei continued that in the past a portion of those funds were allocated to home making services. However, the way the code is currently written provides much more flexibility with how the funds are spent. She reported that several other local health departments have focused funding on other services, and that most other Health Departments administer their homemaker programs in house rather than sub-contracting. Reisetter explained that HomeCare also receives funding from the Board of Supervisors and that this could be handed to the BOS at the budget workshop to decide if they will allot additional funds for HomeCare through the Board of Health, Board of Supervisors, or not at all.
- Button emphasized that the recycling budget also needs to be addressed and expressed a need for an additional meeting to further explore the presented options. Currently the Sanitary Disposal budget does not include salaries and the environmental health budget

pays for the time and benefits of staff that have to manage the countywide recycling. Hegarty will set up an additional budget workshop for further discussion before the Board of Supervisor budget workshop.

- Sunderman moved to table further discussion and action to the following meeting. Kindt seconded the motion. **All ayes, motion carried.**

ITEM 12: Kindt moved to adjourn the meeting. Sunderman seconded. **All ayes, motion carried.** Button adjourned the meeting at 8:57pm. The next scheduled meeting is January 15th, 2019 at the Dallas County Human Services Campus.

Respectfully submitted,

Abigail Chihak
Community Health Coordinator
Dallas County Health Department